

DEREHAM TOWN COUNCIL

14th June 2022

At a meeting of the **Full Council** held on **Tuesday 14th June 2022** in the Memorial Hall at **7.30pm**.

Present: Councillors H King (Chairman), C Bunting, K Cogman, P Duigan, S Green and P Morton.

Also in attendance: Town Clerk Tony Needham, Deputy Town Clerk Jillian Barron, County Councillor W Richmond and District Councillor A Webb.

14. To receive apologies for absence.

Apologies for absence were received from Councillors A Brooks, H Clarke, A Greenwood, H Jones-Seymour, L Monument and T Monument.

15. Declaration of Interest.

There were no declarations of interest.

The meeting was adjourned

Carolyn Coleman from aboutDereham gave a brief update on the Wayfinding project explaining that phase one was almost complete, there was just one remaining finger post to be installed

District Councillor A Webb advised that there was still match funding available although this would end on Friday.

Norfolk County Council are still running their Household Support fund for families in need.

Councillor A Webb advised that so far 82 Ukrainian families had been relocated to the Breckland area.

On a final note Councillor A Webb spoke of the vandalism that had occurred to the display put up by the Community Crafters, she said that she would be meeting with the police to discuss the issue and ask if the Town Council would support her on this to which the council agreed.

County Councillor W Richmond congratulated Councillors H King and P Morton on becoming Mayor and Deputy Mayor, he continued by saying that he had met with Matthew Line (NCC Highways) and Councillor P Duigan to discuss Highways issues.

Town Councillors queried when the grass verges were to be cut in Dereham, County Councillor W Richmond advised that if there were safety issues then the grass would be cut as soon as possible.

Councillor W Richmond reminded the meeting there was still funding for the Jubilee Tree Initiative.

The meeting was resumed

16. **To receive announcements.**

The Mayor of Dereham, Councillor H King announced that he had attended the following events:

- 2nd May 2022 - William O'Callaghan Service
- 27th May 2022 - Le Paradis Commemoration at Norwich Cathedral
- 1st June 2022 - Dereham Meeting Point Jubilee Party
- 2^{ne} June 2022 - Dereham Town Council Jubilee Lighting of the Beacon
- 4th June 2022 - Ellenor Fenn Jubilee Party
- 4th June 2022 - Dereham Town Council Jubilee Party

The Deputy Mayor of Dereham, Councillor P Morton announced that he had attended the following event:

- 29th May 2022 - Thetford Civic Service

The Town Clerk asked if Councillors were in agreement that the Ukrainian flag should continue to be flown to which councillors agreed.

He also advised that face to face Plans meetings would resume in July.

17. To receive, confirm as correct and sign the minutes of the **Full Council meeting** held on **Tuesday 10th May 2022.**

Proposed by Councillor H King, the minutes of the Full Council meeting Tuesday 10 th May 2022 were agreed and signed.
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18. To receive, confirm as correct and sign the minutes of the **Annual Town meeting** held on **Tuesday 17th May 2022.**

Proposed by Councillor H King, the minutes of the Annual Town meeting Tuesday 17 th May 2022 were agreed and signed subject to a minor amendment.
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19. **Finance & Governance Committee meeting**

(a) To receive, confirm as correct and sign the minutes of the meeting held on **Tuesday 7th June 2022.**

Proposed by Councillor P Morton, the minutes of the Finance & Governance Committee meeting Tuesday 7 th June 2022 were agreed and signed subject to a minor amendment.

(b) To receive a report from the Chairman, discuss any matters arising therefrom.

The following recommendations were agreed and approved by the Council:

To consider grant applications.

The following grant was agreed:

Organisation	Purpose	Amount	Comment
Dereham Saints Youth Football Club	Repair Pavilion	£1,000	

To review policies.

Financial Risks:

FMRA 4 It was agreed that the Deputy Clerk and one other Administrator be set up to make payments on line up to a value of £10,000 per day. A review of similar sized councils be carried out to see what mechanisms they have in place with online payments, with further options brought back to the next Finance and Governance meeting to consider.

To appoint internal Auditor for 2023/24.

It was agreed that Mr Robin Goreham be appointed internal auditor for 2023/24.

20. **To receive and adopt the list of accounts paid, the Financial Statement and list of accounts to be paid.**

Proposed by Councillor H King, the list of accounts paid, the Financial Statement and list of accounts to be paid were agreed.

21. **To approve Annual Return for 2021/22**

a. Annual Return section 1 Annual Governance Statement.

Councillors reviewed all questions, these were agreed and signed.

b. Annual Return section 2 Accounting Statement

This was agreed and signed

22. **To confirm the date for Civic Sunday (11th September) and the Annual Bowls Match (19th August).**

The dates of Civic Sunday and the Annual Bowls Match were noted.

Chairman